



School District No. 46 (Sunshine Coast)

JOB DESCRIPTION #M-12

UTILITY PERSON

Location: Maintenance

SUMMARY:

Under the direction and supervision of the Gardener Lead Hand, and the evaluation of the Manager of Facilities, provides manual and semi-skilled services related to the maintenance, alteration and construction of District buildings, grounds and equipment.

DUTIES:

- Performs basic maintenance and repairs to District buildings and equipment.
- Assists maintenance staff to maintain, repair, renovate and construct district buildings and equipment.
- Operates district vehicles and equipment such as trucks, vans, Bobcat, power mower plus a variety of power and hand tools.
- Loads and unloads vehicles, sorts and stacks materials, equipment and supplies; transports same as required.
- Performs maintenance checks on equipment as required.
- Installs and maintains playground equipment, including goal posts, back stops and bike racks.
- Cleans grounds, sidewalks, paved areas, drainage systems, storage and work areas.
- Cuts and rakes grass and bush, trims and weeds garden areas, removes debris.
- Digs and backfills ditches, shovels and levels a variety of materials and clears snow.
- Performs all duties with a level of interpersonal skills appropriate to the position.
- Maintains the confidentiality of sensitive information seen or heard.
- Maintains familiarity with Workplace Hazardous Materials Information System (WHMIS) / Globally Harmonized System (GHS) and WorkSafe BC.
- May be required to perform other job related duties as assigned.

QUALIFICATIONS:

- Grade 12 education, or the equivalent, or significant related work experience
- Minimum of one year related experience
- Valid class 5 B.C. driver’s license

N.B.: This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed. Duties not listed should not affect the evaluation.

APPROVED:

On behalf of:
School District No. 46 (Sunshine Coast)

On behalf of:
C.U.P.E. Local 801

DocuSigned by:
Mc Weswick
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Secretary Treasurer

DocuSigned by:
Janice Budgell
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President

5/20/2020 | 12:46 PM PDT

Date

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Date